

# City of Weslaco

*"The City on the Grow"*



David Suarez, Mayor  
Olga M. Noriega, Mayor Pro-Tem, District 3  
Leo Muñoz, Commissioner, District 1  
Greg Kerr, Commissioner, District 2  
Gerardo "Jerry" Tafolla, Commissioner, District 4  
Letty Lopez, Commissioner, District 5  
Fidel L. Pena, III, Commissioner, District 6

Mike R. Perez, City Manager

## CITY OF WESLACO

### Invitation for Proposals

The City of Weslaco hereby requests sealed proposals for the following:

#### Equipment Trade-In / RFP No.: 2016-17-03

Sealed proposals addressed to Homer Rhodes, will be accepted at the Weslaco City Hall Purchasing Office, 255 S. Kansas Avenue, Weslaco, Texas 78596, until **3:00 p.m.** on **October 28, 2016**, at which time they will be opened and read aloud. Please mark envelope, "Sealed Proposal"

#### Equipment Trade-In / RFP No.: 2016-17-03

Potential Respondents are advised that the proposal documents can be downloaded from the City of Weslaco web page address: [www.weslacotx.gov](http://www.weslacotx.gov), and may also be secured at the Weslaco City Hall Purchasing Office, 255 S. Kansas Avenue, Weslaco, Texas 78596, or by calling 956.447-2240. Be advised that if your company is contemplating responding to this project you must contact the Purchasing Office, so that any changes/additions via addendum form can be forwarded to your company. (Please include your company name, address, e-mail, telephone and fax, and contact person). **No electronic proposals will be accepted.**

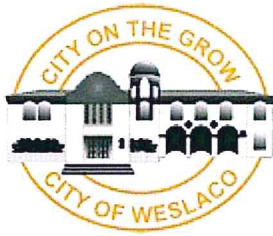
The City of Weslaco reserves the right to accept or reject any or all proposals, to waive any informalities, and to accept the bid to be the best and most advantageous to the City and to hold proposals for a period of forty-five (45) days without taking action, for the purpose of reviewing the proposal and investigation of bidders' qualifications prior to award. Proposals submitted past the aforementioned date and time will not be accepted.

City of Weslaco

Homer Rhodes,

Purchasing Office

[hrhodes@weslacotx.gov](mailto:hrhodes@weslacotx.gov)



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## **VENDOR'S NOTICE OF INTENT TO SUBMIT A PROPOSAL**

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If you intend to submit a Proposal for **Equipment Trade-In**  
**RFP No.: 2016-17-03**

with the City of Weslaco as outlined in the specifications, please indicate your intention by signing, dating, and returning this form to the address below prior to **October 28, 2016** so that you may receive any addendums to the specifications should the need arise.

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**Homer Rhodes**  
**City of Weslaco**  
**Purchasing Office**  
**255 S. Kansas Avenue**  
**Weslaco, Texas 78596**  
**Phone: 956.447.2240**  
**Fax: 956.969.8452**  
**hrhodes@weslacotx.gov**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
(print / contact person)

Title: \_\_\_\_\_ Company/Agency: \_\_\_\_\_

Mailing  
Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

RFP No.: 2016-17-03

## CITY OF WESLACO INSTRUCTIONS TO RESPONDANTS

The City of Weslaco will receive proposals for  
**EQUIPMENT TRADE-IN / RFP No.: 2016-17-03**

1. The City of Weslaco is offering for Trade-In a 2013 Caterpillar / CAT-CS54B PAVING & COMPACTION MACHINE WITH PADFOOT SHELL KIT.
  - **Original Purchase Price: \$122,032.00**
  - **Current Hours: 28**

### **Preferred Equipment for Trade-In:**

- (One) 2005 or newer 2 ½ or 3 yard Front End loader with 30 day Warranty and**  
**(One) 2005 or newer loader Backhoe 4 X4 with extend with Extendahoe / 30 day Warranty**

### **At no additional cost to the city of Weslaco**

2. Proposals shall be submitted in a sealed envelope upon the blank form attached hereto. Each proposal must be completely filled out. Proposals must be filed with the City of Weslaco before opening day and hour. No late proposals will be accepted. Late submittals will be returned to respondents unopened. Failure to meet request for proposal requirements may be grounds to disqualification.
3. Any exceptions to these specifications must be stated in writing and attached to the proposal form, NO EXCEPTIONS. Each exception must refer to the corresponding Preferred Equipment of the Specifications, with explanation and detailed description of the item or items the proposer wishes to substitute.
4. All parts not specifically mentioned which are necessary in order to furnish a complete preferred equipment, shall be included whether or not specified.
5. The geographical location(s) of vendor's facilities referenced Parts and Service will be given due consideration in the evaluation and award of proposal / Trade-In.
6. Where specific model numbers or manufacturer names are used in these specifications, the City may submit an equal replacement for consideration. **All expectations and substitutions must be listed on a separate piece of paper in the Proposal package and supporting documents or brochures must be provided for the equipment specified.**
7. Proposals MUST give full firm name and address of respondent, and be manually signed. Failure to do so will disqualify your bid. Person signing bid must show title or **AUTHORITY TO BIND HIS/HER FIRM IN A CONTRACT.** Firm name and authorized signature must appear on each page that calls for this information.



8. Proposals CANNOT be altered or amended after opening time. Alterations made before opening time must be initialed by respondent guaranteeing authenticity. No proposal may be withdrawn after opening time without acceptable reason in writing and only after approval by the City of Weslaco.
9. Number of days required to deliver the Preferred Equipment after award must be stated in your proposal. Failure to do so, will obligate respondent to complete delivery within 30 days after award.
10. When delay can be foreseen, vendor shall give prior notice to the City of Weslaco. Vendor must keep the City of Weslaco advised at all times of status of delivery.
11. Acceptable reasons for delay delivery are as follows: Acts of God, (floods, tornadoes, hurricanes, etc.), acts of government, (fire, strikes, war). Actions beyond the control of successful vendor.
12. Preferred Equipment delivery to: Weslaco Public Works, 1912 Joe Stephens, Weslaco, Texas 78596.
13. The City may hold proposals for forty-five (45) days after reading of same without taking action. Respondents shall hold their proposal firm for the same period of time.
14. The vendor agrees to indemnify and save harmless the City, the Purchasing Agent, and his/her assistants from all suits and actions of every nature and description brought against them or any of them, for or on account of the use of patented appliances, products or processes, and he/she shall pay all royalties and charges which are legal and equitable. Evidence of such payment or satisfaction shall be submitted upon request of the Purchasing Agent, as a necessary requirement in connection with the final estimate for payment in which such patented appliance, products or processes are used.
15. Respondent shall carefully examine the Proposal forms, requirement/specifications, and instructions to respondents. Should the respondent find discrepancies in, or omissions from proposal forms, specifications, or other documents, or should he/she be in doubt as to their meaning, he/she should at once notify the Purchasing Agent, Homer Rhodes, [hrrhodes@weslacotx.gov](mailto:hrrhodes@weslacotx.gov) (Weslaco City Hall, at 956/447-2240) and obtain clarification by addendum prior to submitting any proposal.
16. The City of Weslaco reserves the right to reject any or all proposals and to waive any or all informalities or technicalities or to accept the proposal to be the best and most advantageous to the City and to hold proposals for a period of forty-five (45) days without taking action. Proposals submitted past the aforementioned date and time will not be accepted.

17. **Notice to Awarded Vendors:** In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. This new law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The law applies only to a contract of a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least \$1 million.

**CITY OF WESLACO  
Equipment Trade-In / RFP No.: 2016-17-03**

**SPECIFICATIONS**

**In connection with this RFP, interested Bidders should limit their contact to the City of Weslaco by communicating only with Homer Rhodes, at (956) 447-2240 regarding this RFP. Contact with persons other than Mr. Rhodes regarding this RFP may be grounds for eliminations from the selection process.**

The Weslaco Public Works Department is seeking for Trade-In a : 2013 Caterpillar / CAT-CS54B PAVING & COMPACTION MACHINE WITH PADFOOT SHELL KIT.

- **Original Purchase Price: \$122,032.00**
- **Current Hours: 28**

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**Preferred Equipment for Trade-In:**

- (One) 2005 or newer 2 ½ or 3 yard Front End Loader with 30 day Warranty  
and**
- (One) 2005 or newer Loader Backhoe 4 X4 with extend with Extendahoe / 30  
day Warranty**

**CITY OF WESLACO**

**Equipment Trade-In / RFP No.: 2016-17-03**

**PROPOSAL FORM**

The \_\_\_\_\_ (Proposer), having read the specifications, proposes to furnish the below noted quantity as Trade-In, within the delivery time designated below, in full compliance with the specifications.

Complete Units Delivered to: Weslaco Public Works Dept., 1912 Joe Stephens, Weslaco, Texas

Respectfully submitted this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

The undersigned affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this proposal in collusion with any other proposer, and that the contents of this proposal, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this proposal.

Estimated Delivery Time Frame upon acceptance of Trade-In: \_\_\_\_\_

**Description/Year/Make/Model**

**TRADE-IN NO.: 1** \_\_\_\_\_  
\_\_\_\_\_

**TRADE-IN NO.: 2** \_\_\_\_\_  
\_\_\_\_\_

Delivery Date: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Title: \_\_\_\_\_

E-mail: \_\_\_\_\_

\_\_\_\_\_  
Please print above signature